

CONSOLIDATED FEDERAL PROGRAMS CALENDAR

January

LEA Plan revised?

Schoolwide Plan(s) revised?

Maintenance of Effort computed by DESE based on information from the Annual Secretary of the Board Report and notifies districts of non-compliance

February

Application amendment needed?

Preschool Inventory Assessment Scan Sheets mailed to districts

Even-number years – Safe & Drug-Free Schools & Communities (SDFSC) survey completed

March

31 – Last day to order materials and supplies

Program needs assessment conducted?

April

15 – Deadline to submit Federal Program Proposed Summer School Plan

30 – Deadline for application amendments

Annual program evaluations; must include evaluation of nonpublic services, if applicable
CSIP and plans revised based on evaluations and needs assessments

Hold Titles I.A, I.C, IV.A, and V. committee meetings

May

15 – Preliminary Federal Programs Final Expenditure Report (FER) due

Schoolwide Plan(s) revisions due for new application

Compile numbers and data for application

Collect teacher checklists for students who may be eligible for Title I services

Hold consultation meetings with nonpublic officials to plan for application; needed forms
completed and signed

Single-Funding Certification Form signed

June

30 – Neglected or Delinquent report of expenditures and services due

Preschool Inventory Assessment Scan Sheets due

Submit Consolidated Federal Programs Application

Update inventory records?

July

1 – First day of new Fiscal Year

30 – Deadline for Federal Programs Final Expenditure Report (FER) revisions (if needed)

Federal Programs' District Data Evaluation needed

Consolidated Federal Programs Application submitted?

August

Disseminate: Federal Programs Complaint Resolution Procedures
Parents' Right-to-Know Regarding Teachers' and Paras' Qualifications
Parental Permission Forms for SDFSC survey (odd-number years)
School Improvement Letter(s) (if applicable)
Hold Title I Parent Informational Meeting(s)
Consultation with nonpublic schools regarding actual services to be provided
Odd-number years – Receive List-serve message regarding SDFSC survey

September

1 – Deadline to return Federal Programs' District Data Evaluation
30 – Last day to obligate Title I.A and Title IV.A excess carryover
Self-Monitoring Checklist submitted by this year's MSIP districts
School-Parent-Student Compacts signed
District should check that they meet Comparability requirements (if applicable)
Letter to nonpublic schools and e-mail to public schools regarding Nonpublic Registration

October

15 – 9/30 Report of expenditures & obligations due for Titles I.A, IV.A, and I.C (if applicable)
31 – Annual Program Evaluation of Title I.D due (Delinquent institutions)
Preschool Inventory Assessment workshops conducted

November

15 – Deadline for nonpublic schools to submit Nonpublic Registration Forms
30 – Neglected or Delinquent survey of children in local institutions or in correctional institutions due
Application amendment needed?
Needs assessment conducted?

December

Single-Funding Certification Form signed
Inventory update needed?
Comparability of Services study using Core Data information completed by DESE and districts notified of compliance or non-compliance

Other Things to Do / Notes to Myself
